

Appendix H: Definition of Terms

Term	Recommended Working Definition
California Project Management Methodology (CA-PMM)	The CA-PMM is the standard IT project management methodology adopted by the State of California. The CA-PMM is constructed using the Project Management Institute's
Completed	Joined the project before development. Worked on a project through initial implementation.
COTS Installation	The initial installation of a commercial-off-the-shelf (COTS) package, with or without package supported customization.
Custom Development	The initial development of a custom designed software application.
Custom Update / Upgrade	The updating or upgrading of a custom designed and developed software application. New functionality should be considered Custom Development rather than an update or upgrade.
Data Center / Network Operations Center	The initial installation or subsequent upgrading of data center or network operation operations center hardware items such as a UPS, generator and monitoring center.
Distributed / Enterprise Server	Multiple servers deployed in a distributed fashion in order to locate computing resources closer to de-centralized user base or one or more enterprise servers located centrally at a data center facility.
Enterprise Architecture	A coherent collection of standards, policies and principles that guide the selection, acquisition, implementation, integration and management of IT hardware and software resources.
Hardware	Any physical device used to capture, process, transmit and / or store data.
Infrastructure (Software)	With regard to computer software, the installation, implementation or upgrading of a third party application integration utility such as transaction processing monitor or database management system.
Infrastructure Install / Upgrade	The initial installation or post installation upgrading of IT infrastructure items such as network cabling, network equipment, data center facility hardware (UPS, Generator) or network operations monitoring equipment.
Initial Implementation	First production use.
IV&V	Independent Verification and Validation.
Key Staff	To include staff in leadership roles (Team Leads) and staff bearing

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	significant technical responsibility (DBA, System Architect) that may not be team leads.
Layered Product	A third-party software application utility used to control and / or support the use of a computing platform or software application (Backup software, monitoring utilities)
Like Project	A project in the same size category, similar degree of complexity, and similar technology as the subject project.
Local Area Network / Cabling	Local Area Network (LAN) communication equipment and / or cabling used to support a single location such as a County Office.
Local desktop / Server	One or more desktop PC's or server devices that are located and operated at a single location such as a County Office.
Metropolitan / Wide Area Network	Metropolitan and / or Wide Area Network (MAN / WAN) communication equipment and circuits.
Middleware	A third-party application integration utility used as part of an overall software application solution (BEA's Tuxedo Transaction Processing Monitor)
New Install	With regard to computer hardware, the initial installation of any computing device(s) in either a local office (desktop or server room) or a data center setting.
Parametric	Parametric analysis employs equations that describe relationships between cost, schedule, and measurable attributes of systems, hardware, and software.
PIER	Post Implementation Evaluation Report.
Project initiation	Beginning of RFP preparation if applicable; or actual start of work if no formal procurement is planned.
SEI "Taxonomy Based Questionnaire"	<p>The SEI "Taxonomy Based Questionnaire" is an industry standard comprehensive IT project risk questionnaire designed to help organize and study the full breadth of potential software technical risk.</p> <p>Visit the following website for additional information: http://www.sei.cmu.edu/sei-home.html</p>
Software	Instructions that direct hardware to perform desired functions.
Update / Upgrade	With regard to computer hardware, the updating or upgrading of an existing computing device(s). Note that a "forklift" upgrade of a computing device should be classified as a New Install.